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ABSTRACT

This senate code of the University of Kansas is divided into 14 articles: 1) "University Senate: Structure and Functions;" 2) "Faculty Senate: Structure and Functions;" 3) "Student Senate: Structure and Functions;" 4) "University Council: Structure and Functions;" 5) "Faculty Council: Structure and Functions;" 6) "University Committees and Boards;" 7) "University Senate Executive Committee: Structure and Function;" 8) "Faculty and Student Executive Committees: Structure and Functions;" 9) "Standing Committees of the University Council;" 10) "Standing Committees of the University Senate;" 11) "University Boards;" 12) "Standing Committees of the Faculty Senate;" 13) "Standing Committees of the Student Senate;" 14) "Chancellor's Committees;" and 15) "Procedures." Sections within each article normally specify the composition, organization, functions, etc. of the groups concerned. In Article 6 and Articles 9-14, the individual committees and boards are listed. Article 15 contains amendment procedures of the Code and indicates the parliamentary practices to be followed. (DS)

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SENATE CODE 1969

THE UNIVERSITY OF KANSAS

HE 001 258

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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THE UNIVERSITY OF KANSAS
SENATE CODE

ARTICLE I. UNIVERSITY SENATE: STRUCTURE AND FUNCTIONS

Section 1. **Membership**

The University Senate shall be composed of the following university personnel:

(1) the Chancellor,
(2) the Provosts and the Vice-Chancellors,
(3) the members of the Faculty Senate, and
(4) the members of the Student Senate.

Section 2. **Officers**

The Chancellor shall be the presiding officer of the University Senate. In his absence the Provost of the Lawrence Campus shall preside. In the absence of both the Chancellor and the Provost of the Lawrence Campus, the Chancellor shall appoint another member of the University Senate to preside. The Executive Secretary of the University shall be the secretary of the University Senate.

Section 3. **Meetings and Quorum**

The University Senate shall meet regularly in the fall and at least twice more in each academic year at such times and places as shall be specified by the University Senate Executive Committee. It shall also assemble upon the call of the Chancellor, upon the call of the University Senate Executive Committee, or upon the call of at least fifty members of the University Senate by petition to the Chancellor or to the University Senate Executive Committee. In response to a petition for a special meeting, the University Senate shall meet within ten days of the delivery of the petition to the person authorized to receive it at such time and place as shall be specified by the University Senate Executive Committee. An agenda for each meeting, regular or special, shall be sent to all members before each meeting. One-fifth of the members shall constitute a quorum to do business. Minutes of all meetings shall be sent to members not later than thirty days after each meeting. Meetings may be closed to non-members by an affirmative vote of two-thirds of the members present and voting.

Section 4. **Powers**

Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, the University Senate is empowered to formulate such rules and regulations as it shall deem wise and proper for the control and government of such affairs of the University as directly affect the entire University community and to take such steps as it shall deem necessary for their implementation and administration. Affairs of the University which directly affect the entire University community include, but are not limited to, organization and administration, the framing and execution of long-range plans, decisions regarding existing or prospective resources, fiscal affairs, academic procedures and policies (such as the requirements for graduation and degrees, the methods of evaluating academic work, and the standards of academic conduct of faculty and students) common to all Schools, class and examination schedules, the calendar, the libraries, financial aid to students, all-University activities and events, human relations, and the role of the University in public affairs. Rules and regulations so formulated may be enacted, amended or repealed by a majority vote of the members present at a regular or special meeting when the notice of the meeting states the substance of the enactment, amendment, or repeal which is to be considerd. It shall be the duty of the Secretary to collect, compile and codify the rules and regulations, and to keep the members currently supplied with copies of them.

Section 5. **Privilege**

It shall be the privilege of the University Senate to address itself to the faculties, students and staff, to the Chancellor, and to the Board of Regents on any matter relating to the University and its operation.

ARTICLE II. FACULTY SENATE: STRUCTURE AND FUNCTIONS

Section 1. **Membership**

The Faculty Senate shall be composed of the following university personnel:

(1) the Chancellor;
(2) the Provosts, the Vice-Chancellors, and the Senior Deans;
(3) those members of the faculty and of the library staff who possess tenure:
(4) those non-tenured members of the faculty of the rank of assistant, associate, or full professor and members of the library staff of equivalent rank;
(5) the Directors of Divisions;
(6) the Executive Secretary of the University, the Registrar, the Director of Admissions, and the Administrative Assistants to the Chancellor.

Members of the Faculty Senate who have retired to emeritus status and visiting faculty with an academic position equivalent to a full, associate, or assistant professorship may attend and participate in Faculty Senate meetings but shall not be entitled to vote. The Faculty Executive Committee is empowered to decide questions of eligibility for Faculty Senate membership and also to grant the privilege of voting or non-voting membership to such university personnel as may from time to time hold a position not specifically enumerated in this Section but comparable to a position so enumerated.

Section 2. **Officers**

The Chancellor shall be the presiding officer of the Faculty Senate. In his absence the Dean of Faculties shall preside. In the absence of both the Chancellor and the Dean of Faculties, the Chancellor shall appoint another member of the Faculty Senate to preside. The Executive Secretary of the University shall be the secretary of the Faculty Senate.

Section 3. **Meetings and Quorum**

The Faculty Senate shall meet regularly in the fall and at least once more in each academic year at such times and places as shall be specified by the Faculty Executive Committee. It shall also assemble upon the call of the Chancellor, upon the call of the Faculty Executive Committee, or upon the call of at least fifty members of the faculty Senate by petition to the Chancellor or to the Faculty Executive Committee. In response to a petition for a special meeting, the Faculty Senate shall meet within ten days of the delivery of the petition to the person authorized to receive it at such time and place as shall be specified by the Faculty Executive Committee. An agenda for each meeting, regular or special, shall be sent to all members before each meeting. One-fifth of the members shall constitute a quorum to do business. Minutes of all meetings shall be sent to members not later than thirty days after each meeting. Meetings may be closed to non-members by an affirmative vote of a majority of the members present and voting.

Subject 4. **Powers**

Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, the Faculty Senate is empowered to formulate such rules and regulations as it shall deem wise and proper for the control and government of such affairs of the University as directly and primarily affect the faculty of the University and to take such steps as it shall deem necessary for their implementation and administration. Affairs of the University which directly and primarily affect the faculty of the University include, but are not limited to, faculty rights, privileges, and responsibilities, research, scholarly publications, admission and transfer requirements, credit for resident and non-resident study, and cooperation with other institutions. Rules and regulations so formulated may be enacted, amended or repealed by a majority vote of the members present at a regular or special meeting when the notice of the meeting states the substance of the enactment, amendment, or repeal which is to be considered. It shall be the duty of the Secretary to collect, compile and codify the rules and regulations, and to keep the members currently supplied with copies of them.

Section 5. **Privilege**

It shall be the privilege of the Faculty Senate to address itself to the faculties, students and staff, to the Chancellor, and to the Board of Regents on any matter relating to the University and its operation.

ARTICLE III. STUDENT SENATE: STRUCTURE AND FUNCTIONS

Section 1. **Membership**

The Student Senate shall be composed of the following university personnel:

(1) the President of the student body;
(2) the Vice-President of the student body;
(3) the Presidents of the following organizations:
    (a) Association of University Residence Halls,
    (b) Pan-Hellenic Association,
    (c) Interfraternity Council,
    (d) All Scholarship Hall Council,
    (e) Unorganized Housing Association;
(4) the Special Representatives to the University Council;
(5) representatives of the student body of each School of the University;
(6) the Dean of Student Affairs, and
(7) the Deans of Men and Women.

The number of representatives which the student body of each school is entitled to elect shall be in the nearest whole number to the number obtained by dividing the total enrollment in the School in the Semester of the annual election by two hundred, but shall in no event be less than two. For purposes of such representation, each College-within-the-College shall be treated as a School, and the remainder of the College of Liberal Arts and Sciences as a School.

Section 2. **Officers**

The President of the student body shall be the presiding officer of the Student Senate. In his absence, the Vice-President of the student body shall preside. In the absence of both the President and Vice-President of the student body, the President of the student body shall appoint another member of the Student Senate to preside. The Secretary of the Student Executive Committee shall be the secretary of the Student Senate.

Section 3. **Meetings and Quorum**

The Student Senate shall meet regularly in the last week of April, following the election of its new members, and at least three more times in each academic year at such times and places as shall be specified by the Student Executive Committee. The April meeting shall be a joint meeting of the outgoing and incoming members of the Student Senate. It shall also assemble upon the call of the President of the student body, upon the call of the Student Executive Committee, or upon the call of at least twenty-five members of the Student Senate by petition to the President of the student body or to the Student Executive Committee. In response to a petition for a special meeting, the Student Senate shall meet within ten days of the delivery of the petition to the person authorized to receive it as such time and place as shall be specified by the Student Executive Committee. An agenda for each meeting, regular or special, shall be sent to all members before each meeting. One-half of the members shall constitute a quorum to do business. Minutes of all meetings shall be sent to members not later than thirty days after each meeting. Meetings may be closed to non-members by an affirmative vote of a majority of the members present and voting.

Section 4. **Powers**

Subject to and in accordance with the control of the Chancellor and the Board of Regents as provided by law, the Student Senate is empowered to formulate such rules and regulations as it shall deem wise and proper for the control and government of such affairs

of the University as directly and primarily affect the students of the University and to take such steps as it shall deem necessary for their implementation and administration. Affairs of the University which directly and primarily affect the students of the University include, but are not limited to, student rights, privileges, and responsibilities, non-academic conduct of students, student organizations and activities, student publications, and student housing and health. Rules and regulations so formulated may be enacted, amended or repealed by a majority vote of the members present at a regular or special meeting when the notice of the meeting states the substance of the enactment, amendment, or repeal to be considered. It shall be the duty of the Secretary to collect, compile and codify the rules and regulations, and to keep the members currently supplied with copies of them.

Section 5. **Privilege**

It shall be the privilege of the Student Senate to address itself to the faculties, students and staff, to the Chancellor, and to the Board of Regents on any matter relating to the University and its operation.

Section 6. **Election**

The President and Vice-President of the student body and the representatives to the Student Senate from each School of the University shall be elected each year in the week preceding the spring recess and shall take office immediately upon their election.

Candidates for President and Vice-President shall, at least thirty days before the first day of the spring recess, file with the Secretary of the Student Senate a joint declaration of intention to seek such offices, and shall be listed on the ballot, and voted upon, as a team in an election at large. In order to be eligible for office, either the candidates must have served on the Student Senate, or their declaration must be supported by the signatures of at least five hundred members of the student body.

Representatives to the Senate from each School of the University shall be nominated and elected by the student body of the School in accordance with procedures, qualifications to vote, and qualifications to hold office, formulated by that student-faculty committee of the School designated by the School as its principal organ for student participation in the formulation and application of School policies affecting academic and student affairs, which procedures and qualifications shall be subject to the approval of the Elections Committee of the Student Senate.

The Elections Committee of the Student Senate shall establish the dates for and administer the foregoing elections and is empowered to decide disputes arising therefrom, subject to appeal to the Student Court.

Section 7. **Term of Office and Vacancies**

Members of the Student Senate shall take office immediately upon their election and shall serve until the election of their successors, except that their term of service shall extend until and include the April joint meeting for the sole purpose of nominating and electing the Special Representatives to the University Council; in particular, a member elected as a representative of the student body of a School shall continue to serve as such even though he enrolls in another School during his term of office. In the event of a vacancy in the office of President of the student body the Vice-President shall assume the presidency. The resulting vacancy, or any other vacancy, in the office of Vice-President shall immediately be filled by the Student Senate by election from among its members of a new Vice-President. A vacancy on the Student Senate in the elected representatives of the student body shall be filled, at the first meeting of the Student Senate following the occurrence of the vacancy, by selection by majority vote of the Student Senate of a member of the School of the University from which the vacancy arose.

ARTICLE IV. UNIVERSITY COUNCIL: STRUCTURE AND FUNCTIONS

Section 1. **Membership**

The University Council shall consist of thirty-nine members elected from the Faculty Senate, ten members elected from the Student Senate, and the Chancellor and the President

of the student body, serving ex officio. It shall include at all times at least one member of the Faculty Senate from each School of the University and from the Libraries.

Section 2. **Faculty Senate Members: Nomination, Election, Term of Office and Vacancies**

Nomination for Faculty Senate membership on the Council may be made by petition. A call for nominations by petition shall be issued to the Faculty Senate members by the secretary of the Faculty Senate each year on or before March 1. The call for nominations shall be accompanied by a list of the present Faculty Senate members whose terms of service are to continue and a list of those ineligible for nomination. Each petition must be signed by at least five members of the Faculty Senate and must be filed with the secretary of the Faculty Senate by March 15. At each election there shall be at least twice as many nominees as there are Council positions to be filled. If the nominations by petition are insufficient in number or inadequate to meet the representation requirements of Section 1 of this Article, the Faculty Executive Committee shall make the additional nominations that are necessary for an adequate ballot. The secretary of the Faculty Senate shall, by March 20, notify each nominee in writing of his nomination. The names of all nominees shall appear on the ballot except the names of those who by April 1 file with the secretary of the Faculty Senate a letter refusing nomination.

By mail ballot in April, but prior to April 20, of each year, the members of the Faculty Senate shall elect a sufficient number of nominees to fill the Faculty Senate positions on the Council that will become vacant on May 1. Each ballot shall indicate the School to which a nominee belongs, and shall be accompanied by a list of the present Faculty Senate members of the Council with their terms. Each Faculty Senate member may cast a total number of votes equal to the number of positions to be filled, but no one may cast more than one vote for any one nominee on the ballot.

The normal method of election shall be in the descending order of most votes received, but, to the extent that the representation requirements of Section 1 of this Article are not met by the use of such normal method, the nominee highest in order from a School or from the Library which would not be represented on the Council by the use of such normal method shall be declared elected in place of the nominee lowest in order who would have been elected by the use of such normal method and whose displacement does not, in turn, result in a failure to meet the representation requirements of Section 1 of this Article.

Members of the Faculty Senate elected to the Council shall take office on May 1 of the year of their election and shall serve three-year terms, one-third of the elected membership being renewed each year. A member of the Faculty Senate who has served at least two years on the Council shall be ineligible for re-election at the end of his term but shall become eligible for re-election after two years have elapsed from the end of his last year of service.

Vacancies in the Faculty Senate membership on the Council shall be filled by co-option, on the basis of the votes cast in the most recent election to the Council.

Section 3. **Student Senate Members: Nomination, Election, Term of Office and Vacancies**

At its regular joint meeting in the last week of April, the outgoing Student Senate shall nominate and elect from among its members the three Special Representatives to the University Council. The method of election shall be in the descending order of most votes received. One Special Representative shall be assigned by the Student Executive Committee to each of the three standing committees of the Council.

At the same meeting, the incoming Student Senate shall nominate and elect from among its members seven members of the Council. The method of election shall be in the descending order of most votes received.

Members of the Student Senate elected to the Council shall take office on May 1 of the year of their election and shall serve a one-year term. A member of the Student Senate who has served two successive terms on the Council shall be ineligible for re-election to the Council at the end of his second term but shall become eligible for re-election after one year has elapsed from the end of his last term.

Vacancies in the Student Senate membership on the Council shall be filled by election by the Student Senate from among its members.

Section 4. **Meetings and Quorum**

The Council shall normally convene in May, October, December and March of each year. It shall meet at other times when called by the Chancellor or by the University Senate Executive Committee. Two-thirds of the membership of the Council shall constitute a quorum to transact business. Meetings of the Council shall be closed to non-members of the University Senate except by consent of two-thirds of the Council members present and voting.

Section 5. **Organization**

The Chancellor shall serve as the presiding officer at meetings of the Council. In his absence the Chancellor shall designate another member of the Council to preside. The Secretary of the University Senate shall be the secretary of the Council but, unless elected to membership in the Council, shall have no vote in its deliberations. The Chairman of the University Senate Executive Committee shall, in consultation with the Chancellor prepare the agenda of the meetings of the Council, report for the University Senate Executive Committee, and shall facilitate the presentation of the business of the standing committees to the Council.

Section 6. **Functions**

The Council shall act in behalf of the University Senate in the performance of its powers, subject to such limitations as the University Senate may impose. The Council shall report to each meeting of the University Senate and it shall distribute the minutes of its meetings to the members of the Senate within twenty days after the conclusion of each Council session. Toward the effective execution of these responsibilities, the Council shall elect from its membership the University Senate Executive Committee.

ARTICLE V. FACULTY COUNCIL: STRUCTURE AND FUNCTIONS

Section 1. **Membership**

The Faculty Council shall consist of the thirty-nine members of the Faculty Senate who are members of the University Council and the Chancellor, serving ex officio.

Section 2. **Meetings and Quorum**

The Council shall normally convene in May and October of each year. It shall meet at other times when called by the Chancellor or by the Faculty Executive Committee. Two-thirds of the membership of the Council shall constitute a quorum to transact business. Meetings of the Council shall be closed to non-members of the Faculty Senate except by consent of two-thirds of the Council members present and voting.

Section 3. **Organization**

The Chancellor shall serve as the presiding officer at meetings of the Council. In his absence the Chancellor shall designate another member of the Council to preside. The Secretary of the Faculty Senate shall be the secretary of the Council but, unless elected to membership on the Council, shall have no vote in its deliberations. The Chairman of the Faculty Executive Committee shall, in consultation with the Chancellor prepare the agenda of the meetings of the Council, report for the Faculty Executive Committee, and shall facilitate the presentation of matters from the several Faculty Senate committees.

Section 4. **Functions**

The Council shall act in behalf of the Faculty Senate in the performance of its powers, subject to such limitations as the Faculty Senate may impose. The Council shall report to each meeting of the Faculty Senate and it shall distribute the minutes of its meetings to the members of the Faculty Senate within twenty days after the conclusion of each Council session.

ARTICLE VI. UNIVERSITY COMMITTEES AND BOARDS

The development, within the areas of their responsibilities, of procedures and policies appropriate for the government of the activities of the University shall be the concern of the following University Committees and Boards: (1) the University Senate Executive Committee and the Faculty and the Student Executive Committees, (2) the Standing Committees of the University Council, (3) the Standing Committees of the University, Faculty and Student Senates, (4) University Boards, (5) Chancellor's Committees, and (6) such other committees and boards as may from time to time be created by a Senate, its Executive Committee, or the Chancellor.

ARTICLE VII. UNVERSITY SENATE EXECUTIVE COMMITTEE: STRUCTURE AND FUNCTIONS

Section 1. **Membership, Term of Office and Nomination**

By ballot at its regular May meeting of each year, the University Council shall elect nine of its members to serve as the University Senate Executive Committee until the election of their successors of the following year; six shall be elected by and from among the Faculty Senate members of the Council and three shall be elected by and from among the Student Senate members of the Council. In each of these elections the support of at least two members of the respective electorates shall be necessary for each nomination for membership on the University Senate Executive Committee.

Section 2. **Organization**

Each year upon its election, the University Senate Executive Committee by ballot shall elect from its membership a faculty member as chairman and a student member as vice-chairman who shall serve until the election of their successors, and it shall appoint from the membership of the Faculty Senate a secretary who shall have no vote unless he also sits as an elected member of the Committee.

Section 3. **Functions and Quorum**

The University Senate Executive Committee shall ensure that all functions of the University Senate and of the University Council are carried out expeditiously and in conformity with the provisions of this CODE. When necessary it shall arrange for and call the meetings of the University Senate and of the University Council; it shall create such temporary committees as it deems necessary to the work of the University Senate, the University Council and their standing committees; it shall ensure that all committees are active and make the proper reports to the University Senate and Council and that the Council minutes are distributed to the members of the University Senate; and it shall coordinate the activities of the various Senates, Councils, and their committees. In addition it shall bring before the University Senate and Council all matters that should be of concern to them, shall consult with the Chancellor on all matters involving University Senate and Council business, and shall transmit the recommendations or the advice of the University Senate and of the University Council to the Chancellor or other administrative officials. Finally it shall act on behalf of the University Senate and Council in all matters requiring expeditious action, and shall make appropriate reports of any such action. To carry out its assigned duties the University Senate Executive Committee shall meet once a month, or oftener when summoned by its chairman, six members constituting a quorum for the transaction of business.

When complaint shall be made to the University Senate Executive Committee of acts by a teaching member of the University staff which tend to vitiate the academic purposes of the University (such as gross misconduct in class, willful misgrading, or repeated and willful neglect in the discharge of teaching duties) and the Committee shall be satisfied that Departmental and School recourse have been exhausted, the Committee shall appoint an **ad hoc** committee composed of five members of the Committee on Faculty Rights, Privileges and Responsibilities and two members of the Committee on Student Rights, Privileges and

Responsibilities to investigate the alleged acts and make recommendations to the University Council for appropriate action by that body.

ARTICLE VIII. FACULTY AND STUDENT EXECUTIVE COMMITTEES: STRUCTURE AND FUNCTIONS

Section 1. **Membership and Term of Office**

The Faculty Executive Committee shall consist of the six members of the Faculty Senate on the University Senate Executive Committee. The Student Executive Committee shall consist of seven members of the Student Senate including the President and Vice-President of the student body and the members of the Student Senate on the University Senate Executive Committee, with the remaining positions being filled by election by and from the Student Senate at its first meeting following the May meeting of the University Council.

Section 2. **Organization**

The Chairman of the University Senate Executive Committee shall serve as the chairman of the Faculty Executive Committee; the Student Executive Committee shall elect a chairman from among its members serving on the University Senate Executive Committee. The Secretary of the University Senate Executive Committee shall serve as the secretary of the Faculty Executive Committee, but shall have no vote unless he be a member of the Committee. The Student Executive Committee shall appoint a secretary from among the membership of the Student Senate who shall have no vote unless he be a member of the Committee.

Section 3. **Functions and Quorum**

The Faculty Executive Committee shall perform the same functions with regard to the Faculty Senate, its Council, and its committees and shall bear the same relationship to the Chancellor, and the Student Executive Committee shall perform the same functions with regard to the Student Senate and its committees and shall bear the same relationship to the President of the student body, as the University Senate Executive Committee performs with regard to the University Senate and the University Council and their committees and bears to the Chancellor as provided in ARTICLE VII, Section 3, paragraph one. Each Executive Committee shall meet when summoned by its chairman, four members constituting a quorum for the transaction of business.

ARTICLE IX. STANDING COMMITTEES OF THE UNIVERSITY COUNCIL

Section 1. **Committees Identified**

The University Council shall have the following three standing committees: (1) Organization and Administration of the University, (2) Academic Procedures and Policies, and (3) Planning and Resources. The responsibilities of each standing committee shall be fixed by the Council.

Section 2. **Membership**

Each standing committee of the University Council shall be composed of seven Faculty Senate members and three Student Senate members of the Council. The Special Representatives shall be members of their designated standing committees, and at least one faculty member of the University Senate Executive Committee shall serve on each standing committee. The members, other than those serving ex officio, and the chairman of each standing committee shall be appointed by the University Senate Executive Committee with the consent of the Council. The several standing committees shall be organized at the May session of the Council.

Section 3. **Functions**

The University Senate Executive Committee shall refer matters to the appropriate standing committees for study and recommendation. In addition the standing committees shall initiate studies and may recommend changes in procedures and policies within the areas

of their responsibilities. Each standing committee shall report at each session of the University Council concerning all matters which have been referred to it, with appropriate recommendations for Council action, and may report on other matters. When deemed appropriate by the University Senate Executive Committee or by the University Council, reports of standing committees shall be distributed to all members of the University Senate.

ARTICLE X. STANDING COMMITTEES OF THE UNIVERSITY SENATE

Section 1. **Committees Identified**

The University Senate shall have the following seven standing committees:

(1) Calendar
(2) Film Series
(3) Financial Aid to Students
(4) Foreign Students
(5) Human Relations
(6) Lectures and Convocations
(7) Libraries

The responsibilities of each standing committee shall be fixed by the University Senate.

Section 2. **Membership**

The Calendar Committee shall be composed of the Registrar, four faculty members of the University Senate and four student members of the University Senate.

The Committee on Film Series shall be composed of seven faculty or staff members of the University Senate and five student members of the University Senate.

The Committee on Financial Aid to Students shall be composed of the Director of the Office of Student Financial Aid, three faculty members of the University Senate, six student members of the University Senate, and two members of the Chancellor's Honors Scholarships Committee to be designated by the chairman of that Committee.

The Committee on Foreign Students shall be composed of the Dean of Foreign Students, five faculty members of the University Senate, and five student members of the University Senate.

The Committee on Human Relations shall be composed of the Dean of Men, the Dean of Women, three faculty members of the University Senate of whom one shall be from the School of Law, and five student members of the University Senate.

The Committee on Lectures and Convocations shall be composed of seven faculty or staff members of the University Senate and seven student members of the University Senate.

The Committee on Libraries shall be composed of the director of libraries, one representative from the Graduate School, the School of Law, and the School of Medicine, appointed by the Dean of his School, five faculty members of the University Senate, and five student members of the University Senate.

The University Senate members and the chairman of each standing committee shall be appointed by the University Senate Executive Committee with the consent of the University Senate. In so far as possible, at least one member of each standing committee of the University Senate shall be a faculty member of the University Council and no member of the University Senate shall serve on more than two standing committees. The several standing committees shall be organized after the May meeting of the University Council.

Upon the unanimous request by the members of one of the standing committees of the University Senate for the addition of temporary members, the University Senate Executive Committee is empowered to appoint such temporary members for that fixed period, or for the consideration of those fixed matters, which the committee requests. In addition, and notwithstanding the composition of the standing committees as specified in this Section, the University Senate Executive Committee may, by unanimous action, effect a permanent change in such composition subject to the approval of the University Senate, such permanent change to become effective with the appointment of the standing committees for the following year.

Section 3. **Functions**

The standing committees of the University Senate shall develop and recommend changes in procedures and policies within the areas of their responsibilities. Each standing committee shall, when requested by the University Senate, Council, or Senate Executive Committee, report to the requesting authority on matters within its charge. When deemed appropriate by the University Senate Executive Committee, or by the University Senate or Council, a report of a standing committee shall be distributed to all members of the University Senate.

ARTICLE XI. UNIVERSITY BOARDS

Section 1. **Boards Identified**

Among the several University Boards, there shall be the following:

(1) The Parking and Traffic Board
(2) The Disciplinary Board
(3) The Board of Disciplinary Appeals

Section 2. **Membership, Terms of Office and Powers**

The Parking and Traffic Board shall be composed of the Vice-Chancellor for Operations, the Chief of Campus Police, four faculty members of the University Senate, and four student members of the University Senate. The University Senate Executive Committee shall annually appoint the chairman from among the members of the Board. The Board shall develop policies, procedures and specific regulations for the control and management of the parking of vehicles and the movement of vehicles and pedestrians on property under the control of the University.

The Disciplinary Board shall be composed of the Dean of Men, the Dean of Women, three faculty members appointed for three-year staggered terms by the Faculty Executive Committee from the membership of the Faculty Senate, and six members of the student body, including always both men and women and at least one member of the Student Senate, appointed by the Student Executive Committee. A majority of the Board shall constitute a quorum. The Student Executive Committee in consultation with the Dean of Student Affairs shall annually appoint the chairman from among the members of the Board. When the Board is holding a disciplinary hearing, the Dean of the School in which the student concerned is enrolled, or his deputy, shall sit as a non-voting member of the Board, and the presiding officer of the hearing, who shall also not be entitled to vote unless the Board be equally divided, shall be the Dean of Men if the student concerned is a man or the Dean of Women if the student concerned is a woman. The Board shall have jurisdiction over cases involving infractions of the rules governing non-academic conduct of students promulgated by the Student Senate and over cases involving infractions of the rules governing academic conduct of students promulgated by the University Senate.

The Board of Disciplinary Appeals shall be composed of a member of the faculty of the School of Law appointed by the Dean of that School, as Chairman, a member of the faculty of the School of Law appointed by the Committee of the School of Law described in the third paragraph of Article III, Section 6, and the Chief Justice of the Student Court. The University Senate Executive Committee, in consultation with the Dean of the School of Law, shall appoint a temporary replacement for a member of the Board who is unable for any reason to hear a matter brought before the Board. Petitions for the review of findings made and decisions reached by the Disciplinary Board at a disciplinary hearing can be made only to the Board of Disciplinary Appeals, whose judgment shall be limited to the consideration of whether or not the Disciplinary Board (1) acted within its powers, (2) afforded the student concerned a fair hearing, and (3) made findings and reached a decision which have adequate support in the record of its hearing. In addition to its appellate jurisdiction, the Board of Disciplinary Appeals shall have original jurisdiction over cases within the jurisdiction of the Disciplinary Board when, in the judgment of the Board of Disciplinary Appeals, a quorum of the Disciplinary Board cannot be assembled for a disciplinary hearing within a reasonable time after the occasion for a hearing shall have arisen.

Unless otherwise provided in this Section, representatives from the membership of the University Senate on such University Boards as may now exist or from time to time be established shall be appointed by the University Senate Executive Committee with the consent of the University Senate; except that, where provision is duly made that faculty representatives from the membership of the University Senate shall be elected to a University Board, such representatives shall be nominated and elected in accordance with the relevant procedures established in Section 2 of ARTICLE IV for the nomination and election of Faculty Senate members of the University Council.

Section 3. **Reporting Duty**

A Board representative from the membership of the University Senate shall report each year to the University Council concerning the activities of that Board and shall recommend any changes that would better serve the interests of the University.

ARTICLE XII. STANDING COMMITTEES OF THE FACULTY SENATE

Section 1. **Committees Identified**

The Faculty Senate shall have the following six standing committees:

(1) Cooperation among Institutions of Higher Learning
(2) Cooperation with Junior Colleges
(3) Faculty Rights, Privileges and Responsibilities
(4) Research
(5) Tenure and Related Problems
(6) Scholarly Publications

The responsibilities of each standing committee shall be fixed by the Faculty Senate.

Section 2. **Membership**

The Committee on Faculty Rights, Privileges and Responsibilities shall be composed of eight members of the Faculty Senate one of whom shall be a member of the Faculty Executive Committee.

The Committee on Research shall be composed of the Associate Dean of Faculties for Research; nine members of the Faculty Senate; and one representative from the Graduate School, the School of Law, and the School of Medicine appointed by the Dean of his School.

The Committee on Tenure and Related Problems shall be composed of five members of the Faculty Senate; one member shall be from the School of Law, one from the Faculty Executive Committee, one from the Executive Committee of the University of Kansas Chapter of the American Association of University Professors, and the other two from the membership of the Faculty Senate at large.

The Committee on Scholarly Publications shall be composed of six members of the Faculty Senate and one graduate student member of the Student Senate appointed by the Student Executive Committee.

The other standing committees shall be composed of at least three and no more than twelve members of the Faculty Senate and of such other University personnel as the Faculty Executive Committee shall deem advisable except that a majority of each standing committee shall be members of the Faculty Senate and at least one member shall be from the Faculty Council.

The Faculty Senate members and the chairman of each standing committee shall be appointed by the Faculty Executive Committee with the consent of the Faculty Senate. No member of the Faculty Senate shall serve on more than two standing committees. The several standing committees shall be organized after the May meeting of the University Council.

Upon the request of one of the standing committees of the Faculty Senate for the addition of temporary members, the Faculty Executive Committee is empowered to appoint such temporary members for that fixed period, or for the consideration of those fixed matters, which the committee requests. In addition, and notwithstanding the composition of the

standing committees as specifed in this Section, the Faculty Executive Committee may effect a permanent change in such composition subject to the approval of the Faculty Senate, such permanent change to become effective with the appointment of the standing committees for the following year.

Section 3. **Functions**

The standing committees of the Faculty Senate shall develop and recommend changes in procedures and policies within the areas of their responsibilities. Each standing committee shall, when requested by the Faculty Senate, Council, or Executive Committee, or by the University Senate Executive Committee, report to the requesting authority on matters within its charge. When deemed appropriate by the Faculty Senate or Council, a report of a standing committee shall be distributed to all members of the University Council or of the University Senate.

ARTICLE XIII. STANDING COMMITTEES OF THE STUDENT SENATE

Section 1. **Committees Identified**

The Student Senate shall have the following eight standing committees:

(1) Elections
(2) Finance and Auditing
(3) Health
(4) Off-Campus Housing
(5) Student Court
(6) Student Publications
(7) Student Rights, Privileges and Responsibilities
(8) Student Union Activities.

The responsibilities of each standing committee shall be fixed by the Student Senate.

Section 2. **Membership**

The Committee on Off-Campus Housing shall be composed of the Dean of Student Affairs who shall be chairman, the Dean of Foreign Students, the chairman of People-to-People, three members of the Faculty Senate, and five members of the Student Senate.

The Student Court shall be composed of seven Justices who shall be full-time students in the School of Law. The Chief Justice shall be determined from among them by a vote of the Justices.

The Committee on Student Rights, Privileges and Responsibilities shall be composed of eight members of the Student Senate, one of whom shall be the Vice-President of the student body.

The other standing committees shall be composed of at least three and no more than twelve members of the Student Senate and of such other university personnel as the Student Executive Committee shall deem advisable except that members of the student body shall at all times constitute a majority of the members of each such standing committee.

The student members and the chairman of each standing committee shall be appointed by the Student Executive Committee with the consent of the Student Senate. No member of the Student Senate shall serve on more than two standing committees. The several standing committees shall be organized after the May meeting of the University Council.

Upon the request of one of the standing committees of the Student Senate for the addition of temporary members, the Student Executive Committee is empowered to appoint such temporary members for that fixed period, or for the consideration of those fixed matters, which the committee requests. In addition, and notwithstanding the composition of the standing committees as specified in this Section, the Student Executive Committee may effect a permanent change in such composition subject to the approval of the Student Senate, such permanent change to become effective with the appointment of the standing committees for the following year.

Section 3. **Functions**

The standing committees of the Student Senate shall develop and recommend changes in procedures and policies within the areas of their responsibilities. Each standing committee shall, when requested by the Student Senate or Executive Committee, or by the University Senate Executive Committee, report to the requesting authority on matters within its charge. When deemed appropriate by the Student Senate, a report of a standing committee shall be distributed to all members of the University Council or of the University Senate.

ARTICLE XIV. CHANCELLOR'S COMMITTEES

Representatives from the membership of the University Senate on the various Chancellor's Committees shall be appointed by such methods and shall serve in such numbers and for such terms as shall from time to time be determined by the Chancellor in consultation with the University Senate Executive Committee.

ARTICLE XV. PROCEDURES

Section 1. **Amendment**

The Faculty Senate may amend Article II, sections 2 and 3, and Articles V and XII of this CODE by a two-thirds vote of the members present and voting at a regular or special meeting, provided that the call of the meeting shall have included a copy of the proposed amendment, together with such explanatory materials as may be proper, and shall have been mailed to each member at least ten days before the day of the meeting.

The Student Senate may amend Article III, Sections 2, 3, 6, and 7, and Article XIII of this CODE by a two-thirds vote of the members present and voting at a regular or special meeting, provided that the call of the meeting shall have included a copy of the proposed amendment, together with such explanatory materials as may be proper, and shall have been mailed to each member at least ten days before the day of the meeting.

The remainder of this CODE may be amended in accordance with the following procedure: The University Council may propose an amendment by a two-thirds vote of its membership. It shall forward its proposal in bill form to the University Senate and the University Senate shall consider the proposal at its next meeting, provided that (1) a copy of the proposed amendment, together with such explanatory materials as may be proper, shall have been mailed to each member at least ten days before the day of the meeting and (2) there be present at the meeting members sufficient to constitute a quorum of both the Faculty Senate and of the Student Senate. A majority vote of the Faculty Senate members present and voting and of the Student Senate members present and voting shall be necessary for the adoption of the proposal.

Section 2. **Parliamentary Practice**

The rules contained in the most recent edition of **Robert's Rules of Order Revised** shall govern the Senates, the Councils, and their committees in all cases to which they are applicable, and in which they are not inconsistent with this CODE or the special rules of these bodies. The Chancellor shall annually appoint a member of the Faculty Council to serve as Parliamentarian of all meetings of the University and Faculty Senates and Councils. The President of the student body shall annually appoint a member of the Student Senate to serve as Parliamentarian of the Student Senate.

Section 3. **Interim, Organization and Procedures**

Initial adoption of this CODE shall be effected by the amendment procedures specified in ARTICLE IX, Section 1, of the present Senate Code and in ARTICLE IX of the present Constitution of the Associated Students of the University of Kansas. Its adoption shall serve as an amendment of such Code, and shall supplant such Constitution, except that until such time as the three Senates and the two Councils have been restructured as provided in this CODE, the existing faculty and student governing bodies and their committees, and the

existing Boards shall continue under such present Code and Constitution. The Executive Committees of the existing faculty and student governing bodies are authorized to formulate such procedures and to make such adjustments as they may consider reasonably appropriate for an effective and orderly transition to the new governmental structure provided in this CODE.

December 20, 1968